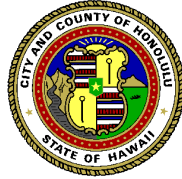


HONOLULU FIRE COMMISSION
CITY AND COUNTY OF HONOLULU

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DENNIS MORTON

CRAIG NAGAMINE

Minutes of Regular Public Meeting
Honolulu Fire Department Headquarters
Honolulu Fire Department Auditorium
Wednesday, September 19, 2018

CALL TO ORDER: Chair Wataru called the regular meeting to order at 2:01p.m.

MEMBERS PRESENT: James Wataru, Charlotte Nekota, William Hong, Dennis Morton, and Craig Nagamine.

MEMBER EXCUSED: Stefanie Lee and Max Hannemann.

IN ATTENDANCE: Fire Chief Manuel Neves (HFD), Deputy Fire Chief Lionel Camara Jr. (HFD), Chief Scott Lawton (HFD), Assistant Fire Chief Ron Rico (HFD), Assistant Fire Chief Nathan Ramos (HFD), Battalion Chief Howard Naone (HFD), Battalion Chief Keith Yasui (HFD), Battalion Chief John Pacheco (HFD), Battalion Chief John Bowers (HFD), Battalion Chief Paul Miguel (HFD), Battalion Chief Mark Nakagawa (HFD), Battalion Chief Paul Kato (HFD), Battalion Chief Bryan Soares (HFD), Battalion Chief Robert Thurston (HFD), Battalion Chief Damien Kahaulelio (HFD), Battalion Chief Paul Fukuda (HFD), Battalion Chief Sheldon Hao (HFD), Battalion Chief Jason Samara (HFD), Robert Lee (HFFA), Jolyn Garidan Prieto (HFFA), Daisy Canite-Miyashiro (HFFA), Bill Thomock (HFFA), Frank Johnson (HFFA), Mike Kaneshiro (HFFA), Brian Ancheta (Corporation Counsel) and Nadine Murata.

II. PUBLIC TESTIMONY.

Chair Wataru asked if there was anyone from the public who wished to give public testimony. Mr. Robert Lee (HFFA) said his testimony would include Agenda Item III. He introduced himself and handouts were passed out to the Commission by Ms. Jolyn Garidan Prieto (HFFA).

Mr. Lee briefly went over a cover letter dated September 19, 2018 addressed to Chair Wataru and the Honolulu Fire Commission re: Comments from HFFA regarding Concerns and Issues relating to the July 14, 2017 Marco Polo High Rise and Concerns and Issues Raised by Fire Chief Neves during the July 31, 2018 Fire Commission Meeting.

Mr. Lee mentioned that a flash drive was attached to this folder containing documents relating to the After Action Review (AAR) reports, High Rise Standard Operating Procedures (SOP), and July 27, 2017 Incident at the Honolulu Fire Department AAR meeting.

Mr. Lee briefly went over two transcripts of the July 31, 2018 Honolulu Fire Commission meeting and highlighted the scripts on page 3 made by Assistant Chief Scott Lawton and page 5 by Fire Chief Neves.

Mr. Lee indicated that Assistant Chief Lawton had notified him 2 days prior to this meeting.

Mr. Lee mentioned that he had adjusted his schedule to meet with HFD's SOG requirement of 90 minutes but had to excuse himself as the meeting had gone well over the limit to 6 ½ hours.

Mr. Lee went over a cover letter addressed to Chair Wataru and the Honolulu Fire Commission dated August 28, 2018, requesting a copy of the 2018 Performance Evaluation of the Fire Chief.

Mr. Lee briefly went over an email from July 18, 2018 to September 11, 2018, and expressed his frustration that when it comes to a 1 hour orientation meeting the Fire Chief is still in control although it is put together by the training Captain.

Mr. Lee went over a cover letter dated August 4, 2017 addressed to Chair Wataru and the Honolulu Fire Commission regarding inappropriate behavior by Honolulu Fire Department leadership at the July 27, 2017 After Action Review meeting.

Mr. Lee re-summarized the complaint to the Commission and indicated that it's still an outstanding issue.

Mr. Lee briefly went over an excerpt of the Honolulu Fire Department's After Action Review Program Standard Operating Guidelines with the Commission.

Mr. Lee highlighted Appendix A and read a bullet point from the Planning the AAR section: "Select when and where the AAR will take place (plan for no more than 90 minutes)." Mr. Lee noted that, by following this guideline HFFA was not fully able to participate in the AAR meeting.

Mr. Lee went over an HFD letter dated August 10, 2018 addressed to HFFA, regarding HFFA's request for an AAR for the Marco Polo Condominium High-Rise Fire on July 14, 2017 and providing a redacted copy of the AAR and the AAR Matrix, and highlighted several concerns of interest.

Mr. Lee mentioned that HFFA had waited over a year and doesn't quite understand the report. Mr. Lee compared HFD's report to Las Vegas and Chicago After Action Reports and called those reports examples of how an AAR should be presented.

Mr. Lee mentioned that the yellow tab on the report separates the first half (AAR) from the second half (AAF Matrix). Mr. Lee indicated that the first half gives issues and recommendations and the second half gives actions.

Mr. Lee questioned the report as to who had put it together, and read a script from page 5, 4th bullet: "'All hands on Deck' approach worked extremely well as the Fire Chief, Deputy Fire Chief, Executive Staff, HQ personnel, TRB personnel, Mechanic Shop personnel, and Storeroom personnel were all assets to the successful mitigation of the incident".

Mr. Lee compared this statement to the second half of the report, Issue 9 and 10 which state that the Battalion Chief (BC) Aide was inundated and the IC was inundated.

Mr. Lee went over and read from the AAR Matrix Issue 9, Recommendations, letter (d): "Deploy the Mobile Command Center (MCC) to all high-rise fires that have reached a predetermined number of alarms," and Issue 9, Actions, letter (d): "Disagree, the MCC is dispatched at the IC's discretion based on his/her needs."

Mr. Lee questioned HFD's procedures. Mr. Lee mentioned that the MCC is supposed to be dispatched on the 3rd alarm and asked why it is dispatched at the IC's discretion.

Mr. Lee expressed his concern that HFD doesn't follow its own policy and procedure.

Mr. Lee went over and read from the AAR Matrix a portion of Issue 4, Recommendations, letter (e): "Consider the following training: Wind-driven fire training." Mr. Lee noted that wind-driven fire is what caused the damages but is only mentioned in this one place, and doesn't quite understand the report as it doesn't meet the criteria of an AAR.

Mr. Lee mentioned that he has been in contact with International Association of Fire Fighters and they are looking to work with Underwriters Laboratory to conduct a proper study of the Marco Polo fire.

Chair Wataru asked if there was anyone else from the public who wished to give public testimony.

Fire Chief Neves asked if a rebuttal can be made.

Chair Wataru answered, "Yes".

Fire Chief Neves mentioned the recruit and orientation class. He indicated that the department needs to get assignments out and stated that there are no non-governmental agencies that are signing people up for memberships/participations until everything has been completed.

Fire Chief Neves mentioned that sizing of uniforms is conducted during the first 2 days.

Fire Chief Neves mentioned that he asked the other County Fire Chiefs in the State if he was being unreasonable in regards to HFFA's request.

The first question asked was "Do you schedule the union to address the new recruits on the 1st day immediately after greeting by the executive chiefs?" Fire Chief Neves indicated that all the County Fire Chiefs from Kauai, Maui, and the Big Island, and State Crash all answered, "No." Also answering "No" were the Federal Fire Fighters, Pacific Missile Range Facility, Honolulu Police Department (HPD), EMS, and Ocean Safety.

The 2nd question was, "Do you make arrangements for the union to address newly promoted fire fighters?" Fire Chief Neves said that all the listed Fire Chiefs answered "No".

The 3rd question was, "Does the union have a seat on the interview panel when selecting new recruits?" Fire Chief Neves said that all the listed Fire Chiefs answered "No".

The 4th question was, "Do you designate a union board member to committees or working groups that are not required by collective bargaining agreement (CBA) where they will be eligible to release time and over time". Fire Chief Neves said that all the listed Fire Chiefs answered "No".

Fire Chief Neves mentioned that he and the department have been consistent in following the contract.

Fire Chief Neves briefly went over the inappropriate behavior conducted at the AAR.

Fire Chief Neves mentioned that he had asked his executive chiefs if they heard any swearing, but nobody heard anything.

Fire Chief Neves acknowledged that the AAR went over time as it allowed everyone to speak. Fire Chief Neves mentioned that HFFA had sent 2 members to the meeting.

Assistant Chief Scott Lawton mentioned that the Marco Polo incident was an extraordinary event and it was a time to gather information, so HFD let everyone speak.

Fire Chief Neves mentioned that the structure of the AAR was not arbitrarily made up. Assistant Chief Scott Lawton mentioned that the report standard was developed from NFPA standards and other information leads from departments from OSHO and SOG. Chief Lawton mentioned that this is the first time that there was a written SOG for an AAR. Chief Lawton noted that prior to this it was called a "Post Analysis" which was a small section on how to do it.

Fire Chief Neves agreed that the Las Vegas mass shooting incident AAR was put together beautifully and indicated that he spoke with Gregg Cassell, Fire Chief of Clark County, Nevada (where the incident occurred), who said that HFD did a great job with the Marco Polo incident.

Fire Chief Neves mentioned that the Las Vegas AAR was done by Federal agencies (FEMA or Homeland Security) with multiple writers working full-time for 10 months. Fire Chief Neves

mentioned that HFD's AAR is done solely by the Incident Commander, who is not dedicated full-time to working on the report, and is screened by everyone in the department.

Fire Chief Neves explained the "Disagree" in the AAR Matrix raised by Mr. Lee, and mentioned that it was based upon its upcoming changes within the policy.

Assistant Chief Scott Lawton went over the Actions column in the AAR Matrix with the Commission.

Fire Chief Neves asked Chief Rico if he wanted to make a statement regarding the change in policy. Chief Rico answered, "No".

Fire Chief Neves mentioned that new training addressing high-rise firefighting will begin in May 2019.

Chair Wataru asked Fire Chief Neves what is the current practice of the MCC. Chief Rico apologized for not yet responding to Vice Chair Lee's request at the August 2018 meeting to give the current policies and procedures to the Commission. He mentioned that changes to the policy and procedures have been made in draft form and will also be sent over to HFFA for their review.

Chief Rico mentioned that the MCC will not be automatically dispatched, but instead will be dispatched upon request of the Incident Commander.

Chief Rico mentioned that the Battalion Chiefs have been made aware of these changes.

Chair Wataru mentioned that the department was supposed to process the change back when the incident occurred (July 2018), and questioned why it has taken the department so long to make the changes.

Chair Wataru questioned whether the policy can be amended if it has not yet been approved by HFFA.

Chief Rico explained that HFD is awaiting feedback from HFFA.

Chair Wataru asked if the old policy is still in place due to the fact that the new policy has not being officially approved.

Chief Rico answered, "Yes, but orders that the MCC will not be automatically dispatched went out".

Fire Chief Neves mentioned that after the AAR, the follow-up updates to the MCC policy went out for further discussion.

Commissioner Hong mentioned that nationwide, fire departments' duties are evolving rapidly, and suggested that HFD's policy, procedures and training need to be updated quickly.

Chief Camara agreed and mentioned that HFD is now in a City wide training and is currently training its department in an active shooter simulation along with other first responders.

Commissioner Hong mentioned that the City Charter eventually will have to be changed to reflect the current responsibilities of HFD.

Chair Wataru asked if there was anyone else from the public who wished to give public testimony.

Mr. Lee said that Fire Chief Neves's check on other in-state fire agencies' coordination with unions is neither here nor there. He said the issue is HFD's attitude.

Mr. Lee indicated that HFFA supports HFD training and expressed his frustration with the attitude it receives from HFD in return.

Mr. Lee asked the Commission how can HFD make a decision to implement a revised MCC policy without consulting with HFFA.

Mr. Lee mentioned that HFFA tries to work with HFD to build a better relationship but stated that HFD is one-sided.

Mr. Lee gave an example of how HFFA and HFD had worked together in the past on training, and the arrangement worked. He noted that HFFA previously had a representative on the interview panel, and that worked as well.

Mr. Lee expressed his frustration in regards to the AAR meeting going the SOG time limit, and indicated that no one from HFD gave HFFA an update as to what went on during extra time.

Chair Wataru asked Fire Chief Neves if he knew about HFFA having a representative on the interview panel in the past. Fire Chief Neves said he wasn't aware of such representation during his time as Assistant Chief of Training (6 years) but was aware of the involvement between HFFA and HFD. He said maybe HFFA had a rep before then.

Chair Wataru asked if there was anyone else who would like to ask questions. There was none.

IV. APPROVAL OF THE MINUTES OF JULY 31, 2018. Chair Wataru called for any comments or corrections to the minutes of the regular public meeting of July 31, 2018. Commissioner Nekota moved and Commissioner Hong seconded, there being no further comments or corrections the minutes were approved as circulated.

V. REPORT OF THE FIRE CHIEF. Fire Chief Neves passed out copies of his monthly reports for July 2018 and August 2018 and highlighted the following from the two reports:

1. 2018 National Homeland Security Conference. Fire Chief Neves mentioned that active shooter/active threat has become a big thing. Fire Chief Neves mentioned that when the standard NFPA 3000 came out, the department reviewed its SOGS and conducted its training in July. Fire Chief Neves explained what an active shooter was. Fire Chief Neves mentioned that there was a demonstration at Carnegie Hall by the New York City Fire Department. Fire Chief Neves explained that there is a specific type of training for this kind of action and indicated that HFD has over 700 fire fighters currently trained.
2. Hawaii National Guard Reserve Employer Recognition Event. Fire Chief Neves mentioned that in 2017 HFD won the Freedom Award, and in 2018 the department was nominated but didn't win. Fire Chief Neves expressed his gratitude to the employers who send their employees out to keep us safe.
3. Honolulu City Council Meeting. Fire Chief Neves stated that the department continues to work on the sprinkler retrofit.
4. HFD Station Visitations (7/1,091).
5. King Kamehameha III Statute Unveiling. Fire Chief Neves mentioned that King Kamehameha III was the king who organized the fire department, and a statue is displayed at Thomas Square.
6. Pacific Leadership Academy Graduation. Fire Chief Neves mentioned this is a federal program and HFD is in partnership with them. Fire Chief Neves mentioned that because of the partnership, HFD was able to train personnel from the Chief and executive level. Currently there are 12 dozen chiefs who have been trained.
7. 2018 National Association of State Fire Marshals Conference. Fire Chief Neves mentioned that it took place in Utah and the topic was the new fire codes.
8. Life Safety Evaluation Training. Fire Chief Neves mentioned that this is being done in conjunction with HFD's fire sprinkler retrofit effort, and part of the requirement is that personnel in buildings without sprinkler's go through this training. Fire Chief Neves mentioned that there were a couple of training sessions for the apartment managers, and industry experts were brought in to explain.
9. Meeting with the Department of Human Resources and the Hawaii Fire Fighters Association. Fire Chief Neves mentioned that this meeting was in regards to Fire Fighter II recruiting and trying to fill vacancies a lot more quickly.

Chair Wataru asked Fire Chief Neves to summarize this process for the new Commissioners.

Fire Chief Neves explained that 3 years ago the department realized that it takes a long time to recruit and train a person to become a fire fighter. He mentioned that HFD has recently partnered with Honolulu Community College (HCC) Fire Science

program and program personnel asked if there was anything they could do to assist the department.

Fire Chief Neves indicated that HCC has changed their curriculum in Fire Science program curriculum.

Fire Chief Neves explained that there are 5 certifications in its recruit school. The first being fire fighter I and II, hazmat and operation, and EMT.

Fire Chief Neves mentioned that anyone who completes the Fire Science program will get these 5 certifications within 2 years.

Fire Chief Neves is hopeful to recruit every year and not every 2 years from this program and a separate exam will be given to these students.

Chair Wataru asked if they would be coming in as higher recruits or if the training period was shorter.

Fire Chief Neves mentioned that they would be coming in as an SR16s and not a SR15s, and the probation period would remain the same at 1 year.

Commissioner Morton asked how many students graduate from the Fire Science program.

Fire Chief Neves answered that the changes to the program just started but it could be anywhere from 30 – 50 students each year.

Fire Chief Neves mentioned that the department's intent is to start off small with 15 – 20 in 2019 as it is something new.

Commissioner Morton asked if people from the mainland could transfer with their certifications. Fire Chief Neves indicated that they cannot just transfer, they would have to take the test.

The Fire Chief also reported on the following:

1. During the month of July, HFD received 1 piece of complimentary correspondence, and 2 complaints that was responded to. Details are in the monthly report.
2. Fire Chief Neves mentioned an upcoming Hawaii Fire Chiefs Association 40th Annual Conference on November 15-18, 2018, at the Grand Hyatt Kauai Resort and Spa.
3. During the month of August, HFD received 2 complimentary pieces of correspondence and no complaints.

4. Fire Chief Neves mentioned that during Hurricane Lane, FEMA sent an urban search and rescue team made up of people from California and Washington and HFD had housed all their equipment at the training center. The team also attended some of HFD's briefings.
5. Fire Chief Neves mentioned that there will be a 200 Club luncheon on October 12, 2018, at 11:30 a.m. at the Hawaii Prince Hotel Waikiki.
6. Fire Chief Neves mentioned that the department had its promotion ceremony, which was held at Punahou School.
7. Chair Wataru asked Fire Chief Neves about the new arson dog. Fire Chief Neves informed the Commission that she has been deployed several times and resides on the 2nd floor of HFD Headquarters and trained at the facility. Fire Chief Neves mentioned that the Big Island arson dog will be retiring soon and "Kukui" will be the only arson dog in the State. Chair Wataru asked if this is a program that the department would consider expanding. Fire Chief Neves explained that the department will see how the program goes.
8. Fire Chief Neves had each member of the executive staff give a brief description of their section's recent activities.

Deputy Fire Chief Lionel Camara Jr. - Chief Camara highlighted Hurricane Lane and Tropical Storm Olivia. Chief Camara mentioned that he was thankful that Hurricane Lane had bypassed Oahu.

Chief Camara mentioned that an all hazardous team was prepared for Tropical Storm Olivia's landfall, and an action plan was put together. In the action plan, extra vehicles, supplies, contact numbers, and food/water would be given to Battalion Stations so the department would still be able to operate. Chief Camara mentioned that helicopters from the airport would also be transferred and housed at the East Kapolei Fire Station for safety.

Chief Camara mentioned that the team also assisted with the Nuuanu Dam incident. Chief Camara explained that water had risen over 3 ½ feet overnight and the Board of Water Supply wanted precautionary measures, and HFD's all hazardous team went out to assist.

Chair Wataru asked where the pumped water went. Chief Camara mentioned that it was pumped into the storm drain.

Commissioner Hong asked about the emergency notification plan in regards to communications and cell phones and wanted to know what the fire fighters expect to do in an emergency when communications are down. Chief Camara mentioned that when they are on duty and can't report to their stations, they report to the nearest station.

Chief Camara also mentioned that the department tries to get manpower to a maximum in emergencies.

Assistant Fire Chief Scott Lawton- Administrative Services. Chief Lawton discussed the operating budget for fiscal year 2020 with the Commission. Chief Lawton mentioned that it was presented and reviewed by Fire Chief Neves and is currently with the Department of Budget and Fiscal Services for their review.

Chief Lawton noted that the department is working on its CIP budget with Design and Construction on building the department's 6 year plan.

Chief Lawton mentioned $\frac{3}{4}$ of the stations are over 30 years old and 66% are over 40 years old and are in need of repair.

Assistant Fire Chief Socrates Bratakos- Support Services. Fire Chief Neves spoke on behalf of Chief Bratakos, who was not present at the meeting, and informed the Commission that the next recruit class would begin on Monday, September 24, with an orientation class the Saturday before.

Chair Wataru asked how many is in a class. Chief Camara answered, "43 recruits in the 104th class and they will graduate in November".

Chair Wataru asked how many took the test the previous weekend. Chief Lawton said that Department of Human Resources (DHR) did not share that information with HFD.

Chief Camara mentioned that there were 3500 who had signed up.

Assistant Fire Chief Nathan Ramos- Planning and Development. Chief Ramos gave an update of the Joint Traffic Management Center to the Commission and informed them that completion would be in February 2019. Chief Ramos mentioned that HFD command will transition to the new facility in August 2019.

VI. EXECUTIVE SESSION: Annual Evaluation of the Fire Chief. Commissioner Nekota moved and Commissioner Hong seconded that the Commission go into executive session regarding the evaluation of the Fire Chief "to consider the hire, evaluation, dismissal, or discipline of an officer or employer or employee where consideration of matters affecting privacy will be involved" [HRS Sec. 92-5(a)(2)], and to "consult with the board's attorney on questions and issues pertaining to the board's powers, duties, privileges, immunities, and liabilities" with regard to these matters [HRS Sec. 92-5(a)(4)]. The Commission went into Executive Session at 3:08 p.m. and the regular public meeting reconvened at 3:25 p.m.

VII. ANNOUNCEMENT: The next Commission meeting will be held on Wednesday, November 14, 2018, at 2 p.m. in the Honolulu Fire Department Auditorium.

VIII. ADJOURNMENT: There being no other business Commissioner Nekota moved and Commissioner Nagamine seconded that the Commission end its meeting. It was adjourned at 3:25 p.m.

Respectfully submitted by: Nadine Murata, Secretary.

APPROVED:

JAMES WATARU, Chair